

CITY OF ALBUQUERQUE
ALBUQUERQUE, NEW MEXICO
PURCHASING DEPARTMENT

INTER-OFFICE CORRESPONDENCE

REF. NO.: SPD2006-038-KD

OCTOBER 25, 2005

TO: RONN D. JONES, PURCHASING OFFICER
FROM: KELLI DEANGELIS, SENIOR BUYER
SUBJECT: FURNITURE PRODUCTS - HON - MASTER RESOLUTION
DEPARTMENT: VARIOUS

PURSUANT TO THE AUTHORITY PROCEDURES OUTLINED IN SECTION 5-5-19-C OF THE PUBLIC PURCHASES ORDINANCE, AUTHORIZATION IS HEREBY REQUESTED FOR THE FOLLOWING:

DESCRIPTION	AMOUNT
HON COMMERCIAL PRODUCTS AND SERVICES	\$100,000.00 ESTIMATED TOTAL

VENDOR: HON OFFICE FURNITURE
UNDER GSA CONTRACT NO.GS28F-8047H
EFFECTIVE 4/15/2003 THROUGH 4/14/2008

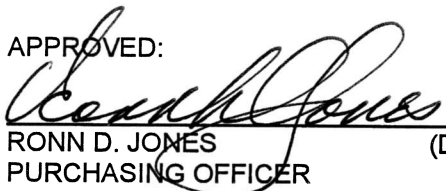
JUSTIFICATION:

THE HON COMPANY GSA PRICING PROVIDES THE MOST COMPETITIVE PRICING AVAILABLE IN THE HON FURNITURE LINE. HON IS EXTENDING THIS PRICING TO THE CITY UNDER THE TERMS AND CONDITIONS OF THE GSA THROUGH A SEPARATE GOVERNMENT PURCHASING AGREEMENT AS PROVIDED HEREIN. THIS AGREEMENT IS EFFECTIVE FROM OCTOBER 1, 2005 THROUGH SEPTEMBER 30, 2006 AND RENEWABLE UPON WRITTEN AGREEMENT OF BOTH PARTIES UP TO THE TERMINATION DATE OF THE GSA - 04/14/2008.

A PURCHASE ORDER (P.O.) TO THE HON COMPANY WILL BE ISSUED RESULTING FROM THE APPROVAL OF THIS RESOLUTION. THE P.O. NUMBER WILL AUTHORIZE RELEASE ORDERS TO BE PLACED ONLY BY CITY OF ALBUQUERQUE USER AGENCIES. EACH SEPARATE DEPARTMENTAL ORDER WILL PROVIDE A RELEASE NUMBER TO BE REFERENCED AGAINST THE P.O. (AKA; BLANKET PURCHASE ORDER). ORDERS WILL BE SOURCED THROUGH ONE OF THE HON AUTHORIZED SERVICE DEALERS AS IDENTIFIED BY THE HON CO. AS HON AUTHORIZED SERVICING DEALERS (ATTACHED).

OTHER UNITS OF GOVERNMENT THAT WISH TO PARTICIPATE IN THIS AGREEMENT MAY DO SO BY EXECUTING THE PARTICIPATING ADDENDUM (ATTACHED) WITH THE HON COMPANY. APPLICABILITY WILL BE BY REFERENCE OF THE MASTER RESOLUTION NUMBER SPD2006-038-KD FOR THIS PURPOSE. THE REFERENCE BLANKET PURCHASE ORDER IN THE PREVIOUS PARAGRAPH IS SOLELY FOR CITY OF ALBUQUERQUE USE AND DOES NOT EXTEND TO OTHER UNITS OF GOVERNMENT.

APPROVED:


RONN D. JONES
PURCHASING OFFICER

10/28/05
(DATE)

GOVERNMENT PURCHASING AGREEMENT

THIS GOVERNMENT PURCHASING AGREEMENT ("Agreement") **Number** **SPD2006-038-KD** is by and between The HON Company ("HON") and the City of Albuquerque, a Municipal Corporation (the "Agency"), located at:

1 Civic Plaza
Albuquerque, New Mexico 87102
Telephone: (505) 768-3344 or 3342
Fax No. (505) 768-3355

1. **Purpose.** HON and Agency have agreed to enter into this Agreement in order to allow the Agency to purchase HON commercial products and services (collectively, the "Products") directly from HON, with the assistance of a dealer representative authorized by HON, if applicable.
2. **Agreement.** Effective 1 October 2005, HON agrees to sell Products to Agency, and Agency agrees to purchase Products from HON, as set forth in this Agreement.
3. **Terms and Conditions of Sale.** Except as expressly provided herein, all sales of Products to Agency are subject to the pricing, terms and conditions set forth in the HON Federal Supply Schedule Contract GS 28F-8047H by and between HON and the General Services Administration (GSA) (the "HON GSA Contract"). The pricing, terms and conditions of the HON GSA Contract (each as may be amended, revised or renewed from time to time under the terms of the GSA Contract) are incorporated by reference herein. HON will provide the Agency with a copy of the HON GSA Contract/Price list upon the written request of the Agency.

Design, layout and installation services must be negotiated on a project-by-project basis between Agency and the HON authorized dealer representative selected by Agency.

Agency estimates it will purchase \$100,000 of Products, determined on a net invoice basis, within one year of the effective date of this Agreement, but is not obligated to purchase any amount of Products during the Term..

4. **Credit Requirements.** Agency currently meets HON's credit requirements. If, at any time, Agency no longer meets HON's credit requirements, as may be modified from time to time, this Agreement will terminate immediately.
5. **Term.** This Agreement will commence on the date stated in Paragraph 2 or the date upon which this Agreement is executed by an authorized officer of HON, whichever is later. This Agreement expires one year from the effective date of this Agreement. The Agreement may be renewed upon the written agreement of both parties and subject to the terms and conditions of the HON GSA Contract.

Justification:

The Hon company GSA pricing provides the most competitive pricing available in the Hon furniture line. Hon is extending this pricing to the City under the terms and conditions of the GSA through a separate Government Purchasing Agreement as provided herein. This agreement is effective from October 1, 2005 through September 30, 2006 renewable upon written agreement of both parties up to the termination date of the GSA 04/14/2008.

A purchase order (P.O.) to The Hon Company will be issued resulting from the approval of this resolution. The P.O. number will authorize release orders to be placed only by City of Albuquerque user agencies. Each separate departmental order will provide a release number to be referenced against the P.O. (AKA; Blanket Purchase Order). Orders will be sourced through one of the Hon Authorized Service Dealers as identified by the Hon Co. as Hon Authorized Servicing Dealers (attached).

Other units of government that wish to participate in this agreement may do so by executing the Participating Addendum (attached) with the Hon Company. Applicability will be by reference of the Master Resolution number (insert master resolution number here) for this purpose. The reference Blanket Purchase Order in the previous paragraph is solely for City of Albuquerque use and does not extend to other units of government.